



# Quick Start Guide

Plan a Children's Business Fair in just three hours.

# Why Host An Acton Children's Business Fair?



Acton Children's Business Fair is a non-profit organization promoting youth entrepreneurship around the globe. Hosting an Acton Children's Business Fair is free, and all hosts receive:

- A free web page and free hosting for promotion and registration
- Exclusive access to host forums full of resources, tips, and advice
- Up to \$500 in prize money to award young entrepreneurs



# Step 1 - Get Started (Approx. 1 Hr.)

## **FIND A LOCATION**

Try your front yard. Not big enough? Try the parking lot of a local business, church, or community center.

Veteran CBF hosts can provide tips and advice.

## **LOCK THE DATE**

Check your date against other scheduled fairs in your area. Then input your time and location and we'll provide you with your own CBF webpage to start sharing with friends and family.

## **BONUS**

You could also make a Facebook Event page and link it to EventBrite. There, you can track planned attendance and leverage your social network. [Click here](#) for more info.



## Step 2 - Spread The Word (Approx. 1 Hr.)

### **RECRUIT**

Contact 5 local friends and ask for children or parents that might be interested in participating. Share your CBF page and promote it on social media to spread the word.

### **INSPIRE**

Encourage your participants to check out our [Pinterest board](#) and other online resources for business ideas and inspiration.

### **BONUS**

Consider putting \$5 behind a Facebook “Boost” and see if it gets you more local attention. [Click here](#) for more info.



## Step 3 - Set Up Your Fair (Approx. 1 Hr.)

### **GEAR UP**

Need tables? Local Scout Troops often have tables and tents that you can borrow. BSA Scouts and Girl Scouts make great entrepreneurs, too!

### **FIND A CREW**

Recruit parents to serve as judges, take pictures, and help everything go smoothly. We'll share up to **\$500** in prize money that you can award your young entrepreneurs.

### **REPORT**

Tell us how it went! Complete a post-fair report and submit a few pictures that we can share with the CBF community.



# JOIN US IN SUPPORTING THOUSANDS OF YOUNG ENTREPRENEURS!



# Ready To Host Your Fair?



get started at [www.childrensbusinessfair.org/start](http://www.childrensbusinessfair.org/start)